

City/County Purchasing  
440 S. 8<sup>th</sup> Street/Suite 200/SW Wing  
Lincoln, NE 68508

Request For Proposal  
Specification No. 03-229

**Addendum and Clarification No. 1**

Pre-Proposal Conference  
September 2, 2003 at 10:00 AM

The original Request for Proposal for Design Services for *Route Design and Functional Plans of a 54" water transmission main; environmental study and functional plans for an urban arterial roadway on 98<sup>th</sup> Street*, remains in effect except as revised by the following changes, which shall take precedence over anything to the contrary in the specifications.

The Pre-Proposal Conference was held for the purpose of promoting an understanding of the City's requirements and needs, and to clarify any confusing areas of the request, by allowing offerors to ask questions. The City intends to make an award to a responsive and responsible firm through an open and competitive procurement process; one that will satisfy all the requirements in the most economical manner. Acknowledgment of this Addendum shall be made by his/her signature affixed hereto, and attached to the submittals.

The Pre-Proposal Conference was opened by Thomas Shafer, Design and Construction Manager, Engineering Services. Other City/County employees in attendance were Karl Fredrickson, Vince Mejer, Mary Matson, Nick McElvain, Scott Opfer, Roger Krull, Doug Pillard, Dennis Bartels and Chuck Wahl.

The following firms had representatives present at the Pre-Proposal Conference: HDR, HWS, Olsson Associates, Associated Engineers, The Schemmer Associates, Kirkham-Michael, Wilson & Company and EA Engineering.

The format for this addenda will detail questions asked, answers given and clarifications and statements made.  
Q=Question, R=Response, C=Clarification and S=Statement.

The conference was opened for questions and comments.

- Q: Section 6.3 Format discusses how to submit proposals, please define.  
R: Cover letter with 4 pages, double sided. Colored pages with graphics not allowed. Plain white paper, black ink and stapled in upper left corner for ease of reviewing.
- Q: Section 6.2 Insurance; Is this required in the submittals?  
R: No, only successful firm that is awarded contract.
- Q: When is the cutoff for additional questions?  
R: All questions must be submitted in writing no later than NOON on Monday September 8 to the Project Selection Committee Chair, Mr. Thomas Shafer at fax number 402/441-6576 or email [tshafer@ci.lincoln.ne.us](mailto:tshafer@ci.lincoln.ne.us) and cc to Mr. Vince Mejer, at fax number 402/441-6513 or email [vmejer@ci.lincoln.ne.us](mailto:vmejer@ci.lincoln.ne.us)
- S: All addendums are posted on the City of Lincoln's website:  
<http://interlinc.ci.lincoln.ne.us/city/finance/purch/specindx.htm>
- C: Highway 6<sup>th</sup> to Holdredge, not as far south. Need to determine water alignment on 98<sup>th</sup> Street. This is not the final design, it is intended to set right of way.
- C: Continuation of this project design and construction. The City reserves the right to continue on or solicit for another Request for Proposals for services.
- C: This will be 4 lanes with turn lanes in the middle.
- C: Water line from 102 Street, interested in acquiring the right of way.
- S: Section 7, Evaluation Criteria, add the following:  
7.1.1 Experience with Roadway  
7.1.2 Experience with water design  
7.1.3 Public involvement process outline  
7.1.4 Experience in staging construction  
7.1.5 Experience in water mains  
7.1.6 Familiarity with crossings  
7.1.7 Major intersection design for existing and future loads
- C: The City is not submitting documents to the Federal Government or State but want the environmental issues addressed the as if we were.
- Q: Are fees required for this proposal?  
R: No fee submittal is required at this stage.

**ACKNOWLEDGEMENT** The signature below acknowledges receipt of this addendum and shall attach this Addendum to the original proposal.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Company

\_\_\_\_\_  
Date